

**To:** Minoli, Kevin[Minoli.Kevin@epa.gov]  
**Cc:** Packard, Elise[Packard.Elise@epa.gov]  
**From:** Conklin, Jeanne  
**Sent:** Fri 9/29/2017 2:13:58 PM  
**Subject:** Re: Request for information regarding the Administrator's travel

Thank you!

Jeanne Conklin, Controller  
OCFO, Office of the Controller  
202-564-5342

On Sep 29, 2017, at 10:12 AM, Minoli, Kevin <[Minoli.Kevin@epa.gov](mailto:Minoli.Kevin@epa.gov)> wrote:

Hi Jeanne- I wanted to close out this email chain for the record and include an updated on the IG information requests to the AO. Ryan's question for me was if the IG audit ultimately reveals information we have withheld as privileged under FOIA and/or in response to Congressional requests, how can we know that so we can alert the requesters and the Hill and provide them the newly released information. The OIG has a long-standing practice of not using privileged information in their published work unless absolutely necessary and so I had a discussion with Chuck Sheehan about that here and the information went over to the OIG. Thanks, Kevin

**Kevin S. Minoli**

**Acting General Counsel**

**Office of General Counsel**

**US Environmental Protection Agency**

**Main Office Line: 202-564-8040**

**From:** Conklin, Jeanne  
**Sent:** Thursday, September 21, 2017 7:00 AM  
**To:** Minoli, Kevin <[Minoli.Kevin@epa.gov](mailto:Minoli.Kevin@epa.gov)>  
**Cc:** Packard, Elise <[Packard.Elise@epa.gov](mailto:Packard.Elise@epa.gov)>  
**Subject:** Re: Request for information regarding the Administrator's travel

Neither have I. I have always advised them to comply.

Jeanne Conklin, Controller

OCFO, Office of the Controller

202-564-5342

On Sep 20, 2017, at 10:30 PM, Minoli, Kevin <[Minoli.Kevin@epa.gov](mailto:Minoli.Kevin@epa.gov)> wrote:

Hi Jeanne- I will try and address with the Chief of Staff. I want the email record to reflect that I have never advised the AO that they could delay or withhold the production of information in response to this or any other request from the OIG.

Kevin

Kevin S. Minoli  
Acting General Counsel  
Office of General Counsel  
US Environmental Protection Agency  
Main Office Line: 202-564-8040

On Sep 20, 2017, at 8:57 AM, Conklin, Jeanne <[Conklin.Jeanne@epa.gov](mailto:Conklin.Jeanne@epa.gov)> wrote:

Do they not understand in the AO. Perhaps someone can speak to them and make them understand that the OIG has the documents already and they appear close to impeding the audit.

Jeanne Conklin, Controller

OCFO, Office of the Controller

202-564-5342

Begin forwarded message:

**From:** "Christensen, Kevin" <[Christensen.Kevin@epa.gov](mailto:Christensen.Kevin@epa.gov)>  
**Date:** September 20, 2017 at 8:50:02 AM EDT  
**To:** "Conklin, Jeanne" <[Conklin.Jeanne@epa.gov](mailto:Conklin.Jeanne@epa.gov)>  
**Subject:** FW: Request for information regarding the Administrator's travel

Jeanne,

Wanted to keep you aware of a potential situation with the audit of the Administrator's travel. We requested information that the front office but and are being delayed in receiving the information because the front office is screening our requests and only providing information to the team after it has been cleared to be released. This does not fit the definition of unfettered access or comply with the Administrator memo on access and providing information to the OIG. When we are denied access to information until approved for release, it raises the question as to what is being withheld and approved for release. We will keep you informed and elevate if the issue persists.

The good news is that we have been able to obtain the same required information from the travel office in Cincinnati.

Kevin

**From:** Davis, Gail  
**Sent:** Friday, September 15, 2017 11:06 AM  
**To:** Wong, Lela <[Wong.Lela@epa.gov](mailto:Wong.Lela@epa.gov)>  
**Cc:** Bennett, Angela <[Bennett.Angela@epa.gov](mailto:Bennett.Angela@epa.gov)>  
**Subject:** RE: Request for information regarding the Administrator's travel

Hello Ms. Wong, I am sorry for not responding as I was told to forward emails asking for the Administrator's travel to the Chief of Staff before I proceed. I saw him yesterday and told him that you reached out to me again and he said that he is speaking with Kevin Minoli in reference to this matter and to hold off.

In reference to your other requests, John Reeder was the approving official but he is on an IPA for 2 years. Reginald Allen is also the approving official who is acting in John's place for the Administrator's travel TA and vouchers. I am not involved in the Administrator's calendar or agenda.

When the Chief of Staff gives me the go to proceed, I will have no problem

emailing you the voucher copies in the Concur system. Thank you.

**From:** Wong, Lela  
**Sent:** Wednesday, September 13, 2017 3:00 PM  
**To:** Davis, Gail <[Davis.Gail@epa.gov](mailto:Davis.Gail@epa.gov)>  
**Cc:** Bennett, Angela <[Bennett.Angela@epa.gov](mailto:Bennett.Angela@epa.gov)>  
**Subject:** RE: Request for information regarding the Administrator's travel

Hi Gail,

Just following up on our request below. Can you please give me an estimated response date? Also, we would like to set up a telephone call with the people who are involved in preparing and approving the Administrator's TA and vouchers. We were told that John Reeder does the approval. Who else is involved in preparing and approving, aside from OGC when necessary?

Thanks!

Lela Wong

**From:** Wong, Lela  
**Sent:** Friday, September 08, 2017 2:10 PM  
**To:** Davis, Gail <[Davis.Gail@epa.gov](mailto:Davis.Gail@epa.gov)>  
**Cc:** Bennett, Angela <[bennett.angela@epa.gov](mailto:bennett.angela@epa.gov)>  
**Subject:** Request for information regarding the Administrator's travel

Hi Gail,

We are currently conducting preliminary research on a review of Administrator Pruitt's travel costs. The review was initiated based on hotlines and congressional requests. Please see our audit notification email below.

We had our kick-off meeting with OCFO earlier this week and were advised

to contact you regarding the Administrator's calendar and travel agenda. As

## Ex. 5 - Deliberative Process

If you have any questions, please feel free to contact me or my manager  
Angela Bennett. Thanks for your help.

Lela Wong

**From:** Conklin, Jeanne  
**Sent:** Monday, August 28, 2017 2:06 PM  
**To:** Bennett, Angela <[Bennett.Angela@epa.gov](mailto:Bennett.Angela@epa.gov)>  
**Cc:** Bloom, David <[Bloom.David@epa.gov](mailto:Bloom.David@epa.gov)>; Pruitt, Scott  
<[Pruitt.Scott@epa.gov](mailto:Pruitt.Scott@epa.gov)>; Jackson, Ryan <[jackson.ryan@epa.gov](mailto:jackson.ryan@epa.gov)>; Darwin,  
Henry <[darwin.henry@epa.gov](mailto:darwin.henry@epa.gov)>; Chmielewski, Kevin  
<[chmielewski.kevin@epa.gov](mailto:chmielewski.kevin@epa.gov)>; Minoli, Kevin <[Minoli.Kevin@epa.gov](mailto:Minoli.Kevin@epa.gov)>;  
Trent, Bobbie <[Trent.Bobbie@epa.gov](mailto:Trent.Bobbie@epa.gov)>; Lyons, Troy  
<[lyons.troy@epa.gov](mailto:lyons.troy@epa.gov)>; Bowman, Liz <[Bowman.Liz@epa.gov](mailto:Bowman.Liz@epa.gov)>; Valentine,  
Julia <[Valentine.Julia@epa.gov](mailto:Valentine.Julia@epa.gov)>; Osborne, Howard  
<[Osborne.Howard@epa.gov](mailto:Osborne.Howard@epa.gov)>; Elkins, Arthur <[Elkins.Arthur@epa.gov](mailto:Elkins.Arthur@epa.gov)>;  
Sheehan, Charles <[Sheehan.Charles@epa.gov](mailto:Sheehan.Charles@epa.gov)>; Larsen, Alan  
<[Larsen.Alan@epa.gov](mailto:Larsen.Alan@epa.gov)>; Christensen, Kevin  
<[Christensen.Kevin@epa.gov](mailto:Christensen.Kevin@epa.gov)>; Copper, Carolyn  
<[Copper.Carolyn@epa.gov](mailto:Copper.Carolyn@epa.gov)>; Sullivan, Patrick F.  
<[Sullivan.Patrick@epa.gov](mailto:Sullivan.Patrick@epa.gov)>; Shields, Edward <[Shields.Ed@epa.gov](mailto:Shields.Ed@epa.gov)>;  
Eyermann, Richard <[Eyermann.Richard@epa.gov](mailto:Eyermann.Richard@epa.gov)>; Kaplan, Jennifer  
<[Kaplan.Jennifer@epa.gov](mailto:Kaplan.Jennifer@epa.gov)>; Lagda, Jeffrey <[Lagda.Jeffrey@epa.gov](mailto:Lagda.Jeffrey@epa.gov)>;  
Elbaum, Kentia <[elbaum.kentia@epa.gov](mailto:elbaum.kentia@epa.gov)>; Trefry, John  
<[Trefry.John@epa.gov](mailto:Trefry.John@epa.gov)>; Wong, Lela <[Wong.Lela@epa.gov](mailto:Wong.Lela@epa.gov)>  
**Subject:** Re: EPA OIG Notification Memo: Audit of EPA's Adherence to  
Policies, Procedures, and Oversight Controls Pertaining to the  
Administrator's Travel

Hi Angela

I will be the OCFO POC on this engagement. Please have Ms. Wong contact  
me and I will assist in any way needed.

Thank you in advance.

Jeanne Conklin, Controller

OCFO, Office of the Controller

202-564-5342

On Aug 28, 2017, at 1:28 PM, Bennett, Angela <[Bennett.Angela@epa.gov](mailto:Bennett.Angela@epa.gov)> wrote:

Good Afternoon Mr. Bloom,

We plan to begin preliminary research on the subject audit (OIG Project No. OA-FY17-0382). Our objectives are to determine: 1) the frequency, cost and extent of the Administrator's travel that included trips to Oklahoma; 2) whether applicable EPA travel policies and procedures were followed; and 3) whether EPA policies and procedures are sufficiently designed to prevent fraud, waste and abuse. For the preliminary research phase of the audit, we will gather information needed to determine whether further work is warranted. The attached memorandum provides additional information on this project.

Lela Wong is the auditor-in-charge of the project. Lela will contact your office to arrange a mutually agreeable time to discuss our objectives and our plans for the preliminary research phase. In the meantime, if you have any questions or concerns, please contact John Trefry, Director, at (202) 566-2474 or myself.

Angela

**Angela Bennett, CFE** | Lead Auditor | U.S. Environmental Protection Agency

Office of Inspector General | Forensic Audit

61 Forsyth St. SW | Atlanta, GA 30303 | Tel 404.562.9844 |  
[bennett.angela@epa.gov](mailto:bennett.angela@epa.gov)

<OIG Notification Memo for Audit of Administrator's Travel  
8.28.17.pdf>